



Volume Awards

The Volume Award Program gives recognition to REALTORS® who have proven their diligence by listing, selling and/or leasing high volume of real estate property. REALTORS® who achieve Million Dollar Award or Award of Excellence status are awarded certificates and possibly plaques the following year to display in their home or office. Obtaining a Jefferson

County Board of REALTORS® Volume Award not only shows proficiency of the real estate professional, but can be used to generate publicity for the REALTOR® in his/her local community. Such publicity also serves to enhance the community's image of the firm and the local Board.

Application and Official Verification Form The Awards Committee will accept a company sales print-out, an MLS sales print-out, or a typed or clearly printed Official Verification Form (OVF) and application form filled out by the agent and verified and signed by the broker/office manager that all information is accurate, and turned in by 4:30 p.m. on January 31 following the award year. The agent must also sign the application. If the agent's and broker/office manager's signatures are not on the Award of Excellence application, the application will be sent back for a signature. (Must be returned by the deadline time or will be thrown out.) If the applicant is the broker/office manager, the Jefferson County Board of REALTORS® Awards Chair and President will sign the application. When completing the OVF or submitting sales reports, please refer to the following guidelines:

- When a REALTOR® sells a property, the credit is for the actual price of the property, or one side.
- When a REALTOR® lists a property and the property is sold, the listing person receives credit for the actual sales price, or one side.
- When a REALTOR® both lists and sells a property, full credit is given for each function, or two sides.
- When two or more REALTORS® list or sell a property on a shared basis, the actual dollar sales price, or one side shall be divided between the REALTORS® as agreed upon when listed or sold. This applies to both in-office and inter-office transactions.
- Lease will be counted as a sale in the amount of the total lease payment; volume credited in the same ratio as commission received. (EXAMPLE: For a three-year lease where the commission is received in one lump sum, applicant can take total lease credit during one year. If the commission is paid one-third each year, applicant can only take one-third credit on the lease on his/her application). Lease Option/Lease Purchase is not counted until closed. Credit for leases will be counted in volume only. They will not be counted as sides.
- Listings, sales, and leases can be residential, commercial, industrial, farm, and mobile homes as part of a deed conveyance or any type of real property. No sales other than real estate contract sales price can be counted toward membership in the Volume Awards Program.
- Outgoing referrals are not included.
- A buyer's agent, selling unlisted property, may claim credit on the sales side only.
- Contracts, closing statements, and/or leases must be supplied for verification upon request.
- The Volume Awards Program is a local Board administered program and all decisions of the Jefferson County Board of REALTORS® are final.

Plaques Plaques will be given for Platinum and Diamond Award of Excellence recipients. The plaques will look different for Platinum and Diamond recipients. All other Award of Excellence recipients will receive a certificate award.

Verification The signature of the broker/office manager under which the REALTOR® works is considered verification of the application. The applicant should retain photocopies of the application and OVF with the broker/office manager's signature.

Faxed Forms Legible faxed applications and forms will be accepted within the deadline timeframe.

Transfers If an applicant transferred offices for that award year, the application must be signed by the current broker/office manager.

Eligibility The applicant must be a member in good standing with the Jefferson County Board of REALTORS® when making application.

Awards Advertising When a member advertises their receipt of an award, any such advertisement must specify all parameters of the award, including source, category, and timeframe. The intention is to NOT mislead the public.



2011 Volume Awards Application

You may receive only one of the below listed awards for 2011. Please mark only one award level. You must include a Official Verification Form(s) or sales report with your application.

Award of Excellence level:

- Diamond for \$15,000,000 and up in sales volume or 100 and up in units sold
- Platinum for \$10,000,000 - \$14,999,999 in sales volume or 75-99 units sold
- Gold for \$5,000,000 - \$9,999,999 in sales volume or 50-74 units sold
- Silver for \$2,000,000 - \$4,999,999 in sales volume or 24-49 units sold
- Bronze for \$1,000,000 - \$1,999,999 in sales volume

Certification of closed sales/listings/leases for the period January 1, 2011 - December 31, 2011:

Please print or type.

Name as to appear on the award _____
(For example: The Smith Team or Joe Smith)

Team members *(optional)* _____

Company _____ Phone _____

Address _____

City _____ Zip _____

I have read the rules of this application and do hereby certify that the above named REALTOR® has sales/listings/leases totaling _____ in sales volume and _____ in units CLOSED during the time period shown above.

 Applicant's Signature

(_____) _____
 Office Phone

(_____) _____
 Other Phone

 Date

 Broker or Office Manager's Signature

(_____) _____
 Office Phone

(_____) _____
 Other Phone

 Date

Official Verification Form or sales report must accompany application – Return forms to:
 JCBR, 407 Third Street, P.O. Box 801, Hillsboro, MO 63050, or fax to (636) 789-2703.

DEADLINE:

All forms must be submitted to the Board office by 2:30 p.m. on January 31, 2012.

